Training today

Long **T**erm **S**ervices & **S**upports

2015 **February**

PURPOSE: The purpose of the "Training Today Newsletter" is to provide assistance and support for TPAES users submitting PAE applications. We also use this notification to communicate upcoming LTSS initiatives and to describe how those may affect your daily practices.

Please forward to staff in your company that complete or submit TennCare (Medicaid) PAEs/PASRRs. This contains vital information for all TPAES users.

New and Revised Training Resources

Here at TennCare, we have created a new and improved all-inclusive online training! This training is a "go-to" resource for all your TPAES needs. To view the online training click this link:

http://stateoftennessee.adobeconnect.com/choicesallonlinetraining/

We have also created a PAE Manual that is a great resource for PAE assessors and submitters. This manual is a "go-to" resource for all your PAE needs. To view the manual click this link:

http://www.tn.gov/tenncare/forms/PAEManual.pdf

Recertification Tips

Here are some tips that will help you through the recertification process!

An approved PAE is valid for 365 days beginning with the PAE Approval Effective Date. A PAE for a person who has not been enrolled within ninety (90) calendar days of the PAE Approval Effective Date must be recertified before it can be used.

To recertify a NF PAE, the physician must verify that the applicant's medical condition on the PAE is consistent with that described in the initial certification and that nursing facility services continue to be medically necessary for the applicant. If the patient's medical condition has changed from the original PAE submission a new PAE submission is required.

If a PAE has an end date, recertifying the PAE will not extend the end date. A new PAE is required to extend a PAE end date. Likewise, recertifying a PAE will not extend a skilled services end date. If you need to extend skilled services on a PAE, please refer to our Online Training for step by step instructions.

Be on the Lookout!

LTSS has begun reaching out to nursing facilities and hospitals to update and verify current TPAES user information. We are contacting administrators to verify both facility and TPAES user information as listed in TPAES, such as current employment status and role, name, phone numbers and email addresses. Remember, each facility and individual user is required to keep information updated for security purposes. Users must only use their assigned credentials and should never use login information that belongs to someone else. This is specified and was agreed upon in the user agreement you signed when you were granted access to TPAES. Finally, when an employee with TPAES access no longer works at your facility that person's access MUST be revoked. To learn about the revocation process review the TCMIS Access Request Instructions form found on the LTSS website. If we learn that users are not adhering to the user agreement or are no longer employed by the facility on record, we will revoke access. We appreciate your cooperation!

Keep in Mind!

If you have suggestions on what you would like to see covered in upcoming webinars please email us at LTSS.RSVP@tn.gov with the subject line "NF Monthly Webinar"

KNOW YOUR NUMBERS:

In January of 2015, TennCare received 2739 PAEs. That's more than 136 PAEs every work day!

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HELP DESK TIPS, 8:00-4:30 (CT), 1-877-224-0219 OR PLEASE EMAIL US AT LTC.Operations@tn.gov
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